

# Minors on Campus

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## Scope: Who is Covered by this Policy?

Employees, Students, Vendors and Visitors

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## Purpose of Policy

As part of its educational mission, Miami University sponsors many programs and activities that are specifically for minor children or in which minor children participate. The University also makes its facilities available to outside groups and organizations that conduct programs that are directed towards or that include minor children. Miami University is committed to providing a safe environment for all members of the University community as well as all those who participate in programs and activities on campus or who use or visit campus facilities. Because minor children are a particularly vulnerable population, this Policy has been adopted to address the special concerns when minor children participate in University sponsored activities or other activities utilizing University Facilities.

While the primary purpose of this Policy is to protect minor children, adherence to this Policy will also serve to protect members of the University community and other adults participating in programs involving minors from false allegations of abuse.

It should be noted that while this Policy includes general guidelines for the protection of minors at events to which the general public is invited (such as entertainment and sporting events), it is the University's expectation in conjunction with other University policies concerning minors, such as (Employment of Minors and Minors in Laboratories and

# Definitions

## Minor

A person under the age of eighteen (18) who is not enrolled or accepted for enrollment at the University. Minors participating in pre-enrollment overnight programs visits sponsored by the Office of Admissions are not covered by this policy. Students who are “dually enrolled” in University Programs while also enrolled in high school are also not included in this Policy unless such enrollment includes overnight housing in University Facilities.

## University Facilities

Facilities owned by, or under the control of, the University.

## University Programs

University Programs are those activities offered or sponsored by academic or administrative units of the University that are specifically designed for participation by minors, including by way of illustration mentoring and education programs, workshops, sport camps, academic camps, conferences, pre-enrollment visits and similar activities.

## Non-University Programs

Those Programs specifically designed for participation by minorhosur

In the case of a University Program, the academic or administrative unit of the University that offers the University Program. For Non-University Programs, the entity, organization or person that is contracting for the use of University Facilities for the Non-University Programs.

## **Responsible Adult**

Individuals, age 18 and older, paid or unpaid, who supervise, chaperone, or are otherwise responsible for or oversee minors in University and Non-University activities. This includes but is not limited to faculty, staff, volunteers, graduate and undergraduate students, interns, employees of temporary employment agencies, and independent contractors/ consultants. The Responsible Adults' roles may include positions as counselors, chaperones, coaches, instructors, and the like.

## **One-On-One Contact**

Personal, unsupervised interaction between an adult and a minor participant without at least one other adult, parent or legal guardian being present. For purposes of this definition, another adult will be deemed "present" if he/she is within line of sight of the adult interacting with the minor.

## **Buddy System**

An operating policy in which each minor participant is assigned one or more "buddies" for the duration of any Program. Minor participants engage in all aspects of the Program with their assigned buddy (or buddies) to enhance participant safety and the ability of the Program to continuously account for all participants.

## **Policy**

### **Protection of Minors On Campus Who Are Not Participating in Programs**

Miami's campuses and facilities are generally not an appropriate environment for minors unless they are matriculated students or enrolled in a University Program specifically designed for children and appropriately supervised by their parent(s) or legal guardian(s) or by adults with the proper training and credentials. Moreover, certain locations, such as laboratories, shops, mechanical rooms, power plants, garages, food

preparation areas, areas containing power tools or machinery with exposed moving parts, and other “safety sensitive” areas are inherently hazardous to any untrained or unauthorized persons and especially children. Accordingly, the following policies shall apply to any minor present at a University facility who is not participating in a Program:

1. No minor under the age of 14 may be left alone on campus at any time for any reason; the Miami University Police Department (MUPD) will be notified if a minor, under the age of 14, is left unattended on campus or at an athletic or other University event. Line of sight supervision of such minors by a parent or guardian is required at all times. The parent or guardian must assure the minor under the age of 14 is not disruptive to others and any such situation should be brought to the attention of the parent or guardian. The University retains the right to require those visitors who are unwilling or unable to exercise appropriate supervision over minors to leave University Facilities. Minors 14 and above shall be held to the same standards of conduct that apply to all other members of the University community.
2. Students may not “babysit” minors, including relatives in residence halls or other University facilities. Minors should not accompany students to class. This restriction does not apply to University Programs, such as those involving campus visits by high school students.
3. Except as part of a University Program, such as “Bring Your Child to Work Day,” or brief visits, minors should not accompany a parent or guardian to work. If in the event of unforeseen circumstances, a parent or guardian must bring a child to campus then the following rules apply:
  4. The supervisor or department chair should be notified of the child’s presence.
  5. Children may not be left unattended or with another employee at any time.
  6. Children must be in the physical presence of and under the control of their parent/guardian at all times.
  7. Children cannot interrupt or interfere with the employee’s responsibilities and may not disrupt any University function.
  8. Children may not ride in any University motorized vehicles, including golf carts.
  9. Children who are ill must not be brought to campus, except for the purpose of treatment at the Miami Convenient Care Clinic.

10. Parents and guardians who bring children to campus assume and accept full responsibility for all aspects of the child's behavior, including safety, unauthorized or inappropriate use of University resources, any damages to persons or to property. Children may not have access to any confidential or FERPA protected information or meetings, etc.

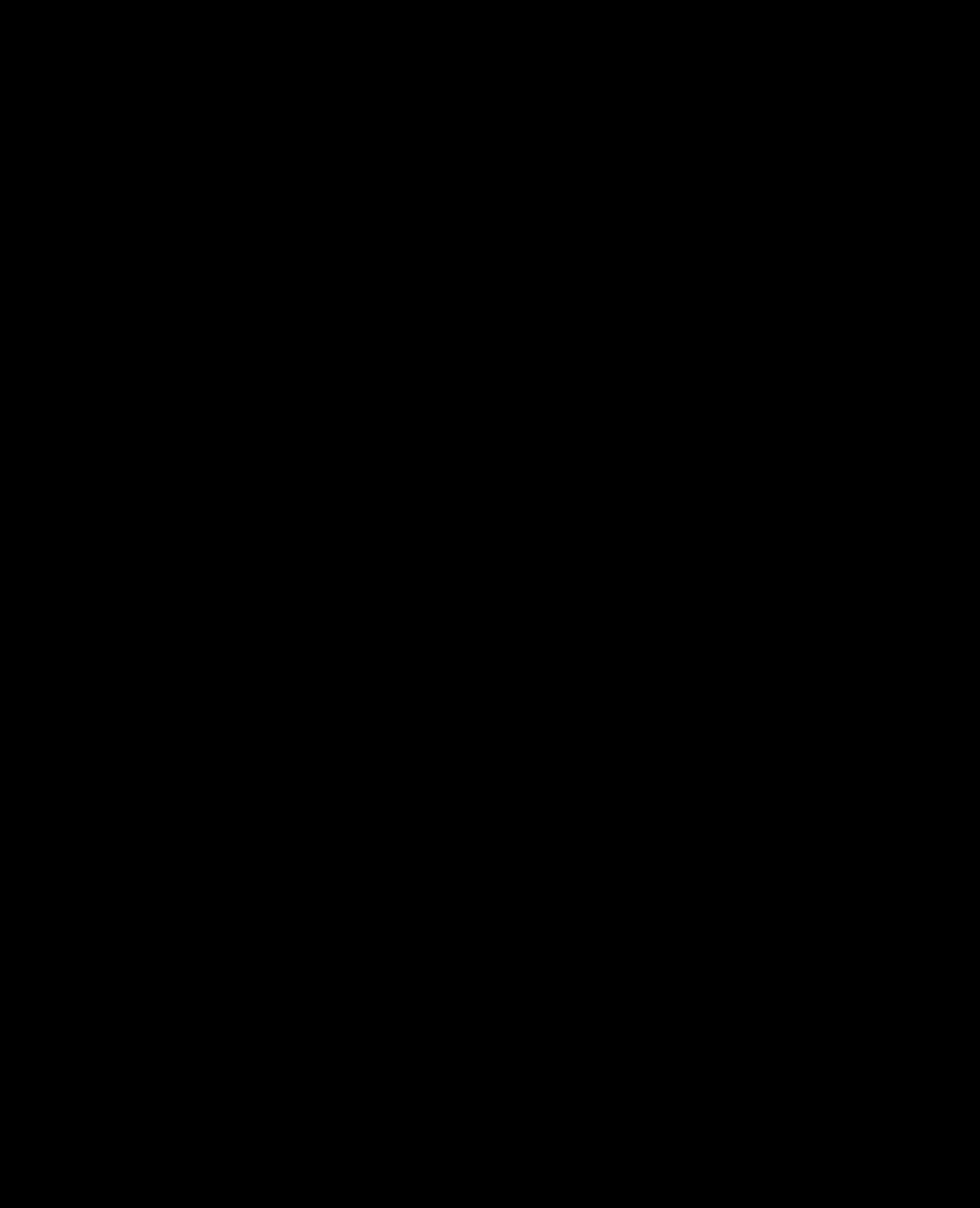
Minors, unless enrolled in a Program that requires their presence in, are absolutely restricted from "safety sensitive" areas such as laboratories, machine shops, mechanical rooms, steam plant, construction areas, maintenance garages, animal care or research facilities, food preparation areas, security areas and areas from which the general public or students are denied access.

1. Miami does not provide emergency child care, and no University space may be used as an alternative to child care, including but not limited to libraries, classrooms, laboratories, residence halls, lounges, restaurants or any other public space. Students are expected to have appropriate child care arrangements. An instructor may give permission for a non-resident student who has an emergency to bring a minor to a non-laboratory class on a per-incident basis if:
  2. the child is not ill; and
  3. the child is in the physical presence of and under the control of their parent/guardian at all times. Children cannot interrupt or interfere with the student's responsibilities and may not disrupt any University class or function.

A dean, head of a department, Vice President, Director of Intercollegiate Athletics or University police officer may deny permission for any child to be on campus if the child has been left unattended, is disruptive or for other violations of this policy.

## Protection of Minors in University Programs

# Requirements for Permissions, Medical and Contact Information



# Requirements for Supervision of Minors

University Programs and Support Services shall provide supervision of minor participants while they are at a University Facility or otherwise participating in University Programs.

1. University Programs shall establish a procedure for checking minor participants in and out of the Program. Minor participants shall not be allowed to leave the Program except in the company of their parent(s), legal guardian(s) or someone authorized in writing by the same. University Programs shall check the attendance at least once during each day of the Program and shall have in place a procedure for locating missing participants and Miami University Police Department (529-9222 or 911) or local law enforcement and the parents(s) or legal guardian(s).
2. All University Programs shall have at least one of its Responsible Adults who is over twenty-one (21) years of age on duty and available at all times. Contact information for the Responsible Official on duty shall be made available to the Program staff.
3. One-on-one contact with minors is prohibited, except in programs involving private instruction (music instruction, or similar activities) in which the parent or guardian of the minor has consented to the one-on-one contact and given the option to be present. Even in such situations it is recommended that where possible the private instruction take place in a room or other space that is in full view from outside the room when the door is closed. This prohibition does not extend to situations in which a Responsible Adult is actually transporting minors in University owned or leased vehicles from one Program activity to another, provided that the adult driver is never alone with any minor and is transporting not less than two passengers (other than the Responsible Adult's own minor children). For all other activities there must be at least two (2) adults, at least one of whom is a Responsible Adult, present for all activities in which minors are present. The prohibition against one-on-one contact extends to all interactions and communications, including those by telephone, mail, email, texting or any other means or medium. Any communication by a Responsible Adult with a minor shall include a second Responsible Adult or the parent or guardian of the minor as a party to the communication. Adults shall not be alone in vehicles with minor participants other than their own child.

4. University Programs shall utilize the Buddy System in all activities whenever possible.
5. In the case of adults supervising minors overnight, no adult may enter a minor's room, bathroom facility, or similar area unless accompanied by another adult and one of them is a Responsible Adult.
6. Separate accommodations for adults and minors are required other than the minors' parents or guardians.

## Required Screening, Training, Conduct of Responsible Adults

1. All Responsible Adults having direct contact with minors shall undergo a criminal background check prior to engaging in such activity. Where required by Ohio law, or where the Responsible Adult is engaged at a facility or in a Program that involves showering, changing or sleeping facilities, the background check shall include a criminal background check conducted by the Ohio Bureau of Criminal Identification and Investigation (BCII) and an FBI records check.
2. All Responsible Adults shall complete mandatory training on the conduct requirements of this Policy, on protecting participants from abusive emotional and physical treatment, on responding to emergency situations and summoning emergency and medical assistance, and on reporting of incidents of improper conduct to the proper authorities.
3. Responsible Adults shall not:
  4. Engage in one-on-one contact with a minor in violation of this Policy.
  5. Engage in abusive conduct of any kind toward, or in the presence of a minor.
  6. Strike, hit, administer corporal punishment to, or touch in an inappropriate or illegal manner of a minor.
7. Transport minors, other than the driver's child(ren), except as specifically authorized in writing by the minor's parent(s) or legal guardian(s).
8. Provide alcohol or illegal drugs to any minor, or provide prescription drugs or any medication to any minor unless specifically authorized in writing by the parent or legal guardian as being required for the minor's care or the minor's emergency treatment.

9. Make sexual materials in any form available to minors participating in programs or activities covered by this Policy or assist them in any way in gaining access to such materials.
10. Allow minors to use inappropriate language unchallenged.
11. Appear to favor one child more than another.
12. Smoke, or consume alcohol or any substance that might impair the judgment of the Responsible Adult when participating in program activities.
13. Responsible Adults must make all reasonable efforts to ensure the safety of minors participating in programs and activities covered by this Policy, including removal of minors from dangerous or potentially dangerous situations, irrespective of any other limitation or requirement.

8. No theft of property regardless of owner will be tolerated. Property of other participants is not to be used without express permission (access does not constitute permission).
9. No use of tobacco products will be tolerated.
10. Misuse or damage of University property is prohibited. Charges will be assessed against those participants who are responsible for damage or misusing University property.
11. The inappropriate use of cameras, imaging, and digital devices is prohibited including use of such devices in showers, restrooms, or other areas where privacy is expected by participants.

## Requirements for Overnight Programs

# Reporting Requirements for Violations of this Policy and Potentially

participation in programs and activities covered by this Policy until such allegation has been satisfactorily investigated and resolved.

7. The reporting obligations set forth in this section apply to all those participating in University Programs, and to all University faculty, staff and students who observe any reportable behavior, whether or not the faculty, staff or students are formally part of the University Program in which the reportable behavior occurred. Members of the University community who make the reports in good faith shall not be retaliated against in any fashion. Any individual who fails to make a timely

~~2.7.~~ All Non-University Programs shall agree to report any situation, fact or circumstance, that would reasonably give rise to a suspicion that child abuse, neglect, or endangerment may have occurred, shall be reported immediately to:

~~4.a.~~ Miami's Office of the General Counsel; and

~~2.b.~~ the MUPD, the Oxford Police Department, the Butler County Sheriff or the Butler County Public Children Services Agency (~~Butler County Public Children Services~~ Butler County Public Children Services).

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## Next Review Date

7/1/2023

## Responsible Officers

- Vice President for Finance and Business Services
- Deputy General Counsel

## Legal Reference

Not Applicable.

## Compliance Policy

No

## Recent Revision History

## Reference ID(s)

- MUPIM 16.16

## Reviewers

- University Senate
- Vice President for Finance and Business Services
- Deputy General Counsel

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